

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Convert to Statewide Vendor Program

How was reduction implemented?

This program is designed to standardize the Inmate Special Purchases/Inmate Package Program, and to limit items that may be received by inmates to those that come directly from approved vendors who offer standardized packages.

This reduction has not yet been implemented. Implementation has been delayed by negotiations with the Bargaining Unit affected by the reduction. However, the Department has made progress toward implementation. Each institution has been given the directive to start their own vendor package program. Additionally, a staff group representing 10 institutions and headquarters was formed to develop a standardized methodology of program and staffing for this reduction. This work group developed a revised reduction plan which was sent to the institutions in a memorandum dated December 23, 2003, with direction to submit Std 607's effective January 1, 2004, at which time the budget authority was reduced. Incumbents have been placed in the unfunded pay blanket pending implementation of the reduction.

The implementation of the 1.0 Staff Services Analyst/Associate Governmental Program Analyst and 1.0 Staff Services Manager I position is still being determined.

What was the actual effect of this reduction?

When fully implemented, this reduction will result in the elimination of 52.23 Correctional Officer positions.

Even before its implementation, this reduction has met with opposition from inmate advocates as well as with the affected Bargaining Unit. The Department is preparing for inmate unrest and the potential for litigation resulting from the change in policy once implementation takes place.

On the positive side, it is hoped that the benefit to this program in addition to staff savings is the reduction of contraband entering the institutions.

Department Director Approval: [Signature]

Date: 3-12-04

Agency Secretary Approval: [Signature]

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Eliminate Positions Related to Personnel Assignments and Inmate Assignments

How was reduction implemented?

Negotiations are currently in progress with the Bargaining Unit to implement this reduction. Although the position and budget authority have been reduced, the workload associated with these positions still exists. Therefore, the incumbents have been temporarily placed in the unfunded pay blanket.

What was the actual effect of this reduction?

This plan results in the reduction of 14.4 Correctional Officers. The elimination of these positions affects 2 areas: Personnel Assignment and Inmate Assignment.

Personnel Assignment – Most institutions are currently staffed with a Correctional Lieutenant and/or Correctional Sergeant. The elimination of the Correctional Officer position will have minimal impact on the current operation and provide standardization throughout the California Department of Corrections Personnel Assignment Offices.

Inmate Assignment – The standard custody staffing for the Inmate Assignment Offices is a Correctional Lieutenant and an Office Technician/Office Assistant. Although the elimination of the Correctional Officer position in these offices will increase the workload for the Lieutenant, it will provide standardization throughout the Department's Inmate Assignment Offices.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Eliminate Community Resource Managers

How was reduction implemented?

This reduction calls for the elimination of Community Resource Managers in the institutions.

This reduction has not yet been completed. In order to hasten completion, a staff group representing 10 institutions and headquarters has been formed. This work group developed a revised reduction plan, which was sent to the institutions in a memorandum dated December 23, 2003. Directions were given to submit Std 607's effective January 1, 2004, at which time the budget authority was reduced. Incumbents have been placed in the unfunded pay blanket pending completion of the reduction.

It is expected that the reduction will be completed by April 1, 2004.

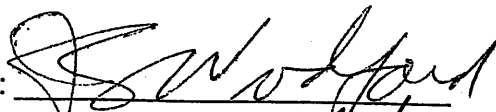
What was the actual effect of this reduction?

This reduction will result in the elimination of 30.0 Community Resource Manager positions.

As this reduction is being implemented, the essential duties of the Community Resource Managers are being absorbed by the Administrative Assistants or the Correctional Administrators at the institutions.

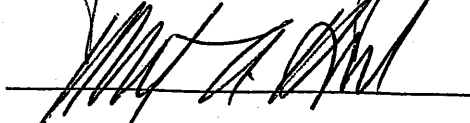
With the reduction, the Department anticipates breakdowns in the relationships between the institutions and the local communities in which they operate as Community Resource Managers serving as the key liaison between the two entities. The institutions' capacities to provide contributions beneficial to the communities, such as refurbished bicycles; computer programs; audio recording for the blind; and, service dog training will be greatly diminished as responsibility for these services is absorbed as secondary assignments by Administrative Assistants and Correctional Administrators.

Department Director Approval:



Date: 3-12-04

Agency Secretary Approval:



Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Eliminate Third Watch Yard

How was reduction implemented?

Negotiations are currently in progress with the Bargaining Unit to implement this reduction. Although the position and budget authority have been reduced, the workload associated with these positions still exists. Therefore, the incumbents have been temporarily placed in the unfunded pay blanket.

What was the actual effect of this reduction?

This plan results in the reduction of 220.93 Correctional Officers and 19.20 Correctional Sergeants. While the reduction of inmate programs on Third Watch does allow for a staffing reduction, there are some negative impacts on the inmate population. More specifically, with the additional time restricted to cells, the tension level of the inmate population will increase, potentially leading to a greater number of incidents and staff assaults. These incident increases would lead to increased costs, such as, healthcare, overtime and workers compensation, all of which have been identified as major cost factors for the Department and ones that the Department has historically been under funded for. Additionally, this reduction has reduced the number of staff available to respond to incidents/emergencies. When this reduction is fully implemented and all reductions have taken place, the workload will still exist. Therefore, other existing posts will have to be identified to absorb the essential duties of the posts eliminated.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-04

5 - Reduce Visiting to Two Days per Week

BL 04-03
Attachment I

Control Section 4.10 Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Reduce Visiting To Two Days Per Week

How was reduction implemented?

This proposal calls for standardizing available visiting days to two days per week at all California Department of Corrections' institutions.

Because of ongoing negotiations with the Bargaining Unit affected by this reduction, this reduction has not yet been fully implemented. In a memorandum dated December 23, 2003, direction was sent to the field to send a 30-day notice and implement the 2-days-per-week visiting program. Direction was also given to the institutions to submit Std. 607s placing all incumbents in the unfunded blanket effective January 1, 2004, pending the completion of the implementation of this reduction.

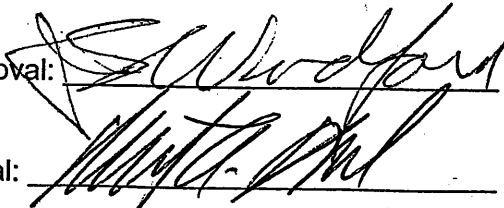
As the reduction is being implemented, the Department is exploring the possibility of providing limited and emergency options to allow some of the institutions some flexibility with regard to adding a third visiting day, provided the institutions can do so without exceeding budgetary resources and are providing 2 consecutive days of visiting.

What was the actual effect of this reduction?

This reduction will eliminate 134.56 Correctional Officer and 17.45 Correctional Sergeant positions. It will also create .23 Correctional Lieutenant positions.

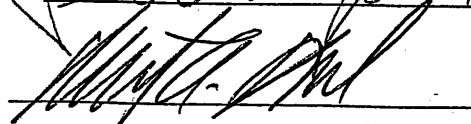
The reduction in visiting days reduces the available time for visitors to spend with inmates. This reduction has been met with inmate advocate, inmate visitor, and Bargaining Unit opposition. The Department also anticipates unrest within the inmate population and the potential for increased incidents resulting from the policy change represented by this reduction.

Department Director Approval:



Date: 3-12-04

Agency Secretary Approval:



Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Nonreimbursed Work Crews

How was reduction implemented?

Although this reduction has not yet been implemented, negotiations are in progress with the Bargaining Unit to affect these reductions. However, since the position and budget authority have been reduced, the nonreimbursed work crew program has been put on hold and the incumbents have been temporarily placed in the unfunded pay blanket.

What was the actual effect of this reduction?

This plan results in the reduction of 66.24 Correctional Officers and their associated work crews. This reduction impacts the Department's Inmate Work Training Incentive Program (IWTIP), which mandates the employment of 98 percent of the inmate population. Because of the loss of these work crews, the level I population that these work crews employ will add to the respective institutions Average Daily Population (ADP) as the inmate will lose the day-for-day credit he earns while working.

The communities that these work crews serve are typically small and fiscally sensitive to additional resource uses, due to very limited resources. This reduction will greatly impact these local jurisdictions as they will either have to assume the services formerly provided by CDC or reimburse CDC to continue these services. Additionally, the crews are generally associated with good neighbor relationships between the state of California and the local communities. This reduction will only serve to hurt the relationship with the local communities that has taken decades to build.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Consolidate Clark Population from 10 to 8 institutions

How was reduction implemented?

On December 19, 2003, a memorandum was issued to the Wardens and Health Care Managers at all institutions advising them of the planned consolidation of the Clark inmates. This memorandum instructed Mule Creek State Prison (MCSP) and California Institution for Women to transfer their Clark inmates no later than December 31, 2003. Additionally, these institutions were instructed to forward the required Std. 607, *Change in Established Positions*, to the Program Support Unit.

What was the actual effect of this reduction?

This reduction result was the elimination of 6.44 Correctional Officer and 9.50 other staff positions.

The Prison Law Office (PLO) challenged the elimination of MCSP as a designated Clark institution. Legal Affairs Division, Institution Services Unit, Court appointed Experts and PLO staff were required to tour the receiving institution, California State Prison-Los Angeles County (LAC), in order to determine if LAC could provide the necessary services to this population. Following this tour, the PLO agreed to allow CDC to move the inmates from MCSP to LAC. This delayed the actual implementation until February.

The effect of this consolidation has been insignificant, although some increased overtime is possible. The Clark inmates are being provided with the requirements, as articulated in the court-approved Remedial Plan.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: United States Immigration and Naturalization Service (USINS) Ratio Increase to 500:1

How was reduction implemented?

This reduction proposal resulted in USINS parolees no longer being carried on a Parole Agent's 70:1 caseload when released from prison which resulted in a loss of 91.2 Parole Agent positions. The reduction has forced the Parole and Community Services Division to design an alternate plan to monitor the USINS cases with nonpeace officers.

What was the actual effect of this reduction?

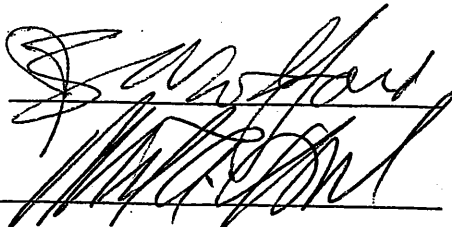
Each Parole Region will now be required to establish a centralized Regional USINS unit comprised of Staff Services Analysts (SSA)/Associate Government Program Analysts (AGPA) positions who shall be responsible for monitoring deported cases and cases pending deportation.

This plan effectively pulls from the field all of the preparole cases who will be pending deportation upon release and those cases that are active on parole and are pending deportation. Instead of a Parole Agent monitoring the status of those cases, an SSA/AGPA will perform the duties necessary to monitor and track those USINS cases to be deported upon reaching their parole date.

In addition, the SSA/AGPA will monitor the cases of parolees that have been deported as they approach their discharge dates. These parolees often return to the United States to engage in criminal activity. When criminal activity is reported, the SSA/AGPA shall perform the necessary function to activate the case and return it to the field for parole agent supervision.

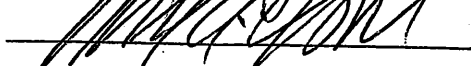
Previously these cases and this process were performed by Parole Agents in the field with a lower ratio of cases to agent.

Department Director Approval:



Date: 3-12-04

Agency Secretary Approval:



Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Vacant Headquarters – Vacant Positions Reductions

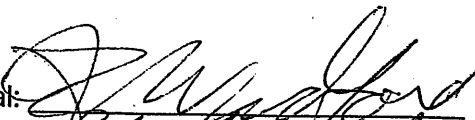
How was reduction implemented?

This reduction was implemented through the abolishing of the following positions: 6.0 positions from Parole and Community Services Division; 1.0 position from the Office of Victim Services and Restitution; 2.0 positions from the Policy and Evaluation Division; 6.2 positions from Institutions Division; 5.0 positions from Institution Division – Community Correctional Facility; and, 15 positions from Administrative Services Division. In all, the Department abolished 36.2 positions for a savings of \$1,636,000.

What was the actual effect of this reduction?

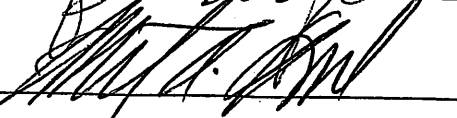
Each of the divisions affected by the loss of positions has had to shed and redirect workload in order to compensate for the loss of positions. The redirection of workload has resulted in increased overtime in the affected divisions, particularly in the smaller ones, such as Administrative Services Division, and Policy and Evaluation Division, and has required the reclassification and reassignment of other positions to ensure that essential duties would continue to be performed. Increased workload in all the departments has resulted in greater stress and lowered morale among the respective staffs.

Department Director Approval:



Date: 3-12-14

Agency Secretary Approval:



Date: 3-12-14

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Transportation PY to OT Conversion

How was reduction implemented?

The Transportation Unit had 20.0 vacant Transportation Officer (Correctional Officer) positions. The appropriate paperwork (Std. 607) was completed to abolish the position authority and retain the dollars as overtime. The Std. 607 was signed off by the Budget Management Branch on 12/16/03.

What was the actual effect of this reduction?

The Transportation Unit, by the nature of its mission, utilizes overtime which is unavoidable. The positions that were identified for this reduction were kept vacant as a salary savings mechanism to offset overtime expenditures. However, the loss of position authority prevents the Transportation Unit from filling positions in order to reduce overtime as part of future overtime relief proposals.

Department Director Approval: _____

Date: 3-7-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10 Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Elimination of Public Health Unit, Health Care Services Division

How was reduction implemented?

An evaluation of the Public Health Unit was conducted and all tasks/activities performed by the unit were identified. These tasks/activities were then evaluated and specific areas addressed. These included a clear description of the function, the authority for the function, staff required to perform the function, time frame of involvement, necessity for continued central authority/monitoring and recommendations for continuation and responsibility of the function.

The evaluation resulted in the identification of seven essential functions of the Public Health Unit:

- Annual Staff TB Testing
- Annual Inmate TB Testing
- Blood borne Pathogen Exposure Control Plan Project
- Cadet Hepatitis B Vaccinations
- Sharps Injury Report Tracking
- Inmate Laundry Worker Hepatitis B Vaccinations
- HIV (non-name) Reporting to Department of Health Services

Of the seven identified, only two functions (Annual Employee and Inmate TB testing) were identified as requiring additional planning to effectively and efficiently complete. Workgroups for these functions are in process and include participants from Health Care Information Technology, Clinical Program Support, and Clinical Standards and Services units. Recommendations for the remaining five functions have been made and these functions are in the process of being redirected/assumed by other units (Clinical Standards, Consultants, etc.), along with a Public Health Nurse within HCSD.

What was the actual effect of this reduction?

While still early in the year the full effect of the reduction has not yet been realized. The two functions that are in process by way of workgroup either have already taken place (Employee TB Testing) or are about to begin (Inmate TB Testing). As such, the functions were carried out as they were in previous years, so any effect of the reduction on these areas is yet to be felt. As to the remaining areas, it can be anticipated that there will be no actual detrimental effect on services provided.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-4

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Community Resources Unit

How was reduction implemented?

The Community Resources Unit of the Office of Community Resources was reduced, retaining only basic staffing to perform minimal functions. Reduction included the elimination of 1.0 Career Executive Assignment (CEA) II, 1.0 Executive Assistant, and 1.0 Office Technician position effective January 1, 2004. Placement of the CEAI, EA, and OT has occurred. The remaining staff is now under the supervision of the Office of Substance Abuse Programs.

Additionally, one Community Resource Manager (CRM) position was cut in the Governor's May Revise as part of the Arts in Correction elimination. The headquarters' CRM has not yet been placed; however, that individual has become part of the placement process for all field CRMs.

What was the actual effect of this reduction?

The Director's initiative for standardization was greatly impacted. The ability to establish and clarify statewide policy may be diminished. Without sufficient oversight, Wardens may seek to function with increased autonomy, each operating under different processes and rules, with regard to religion, donations, fundraising, volunteers, etc.

The office will no longer be able to identify problem areas before they become either embarrassing or costly to the Department, as is the case with religious lawsuits and court intervention. Responsiveness may decrease dramatically (for example, last minute changes in visiting center program availability will impact the public and the institutions to a much greater degree without sufficient planning at the headquarters level).

The Women and Children Services Unit retained community treatment facilities, including supporting staff, for substance abusing females and their children six years of age and younger.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Downsize Inmate Day Labor Construction

How was reduction implemented?

The Inmate Day Labor (IDL) Program is an inmate work program that utilizes State staff, trade union labor, and inmates to accomplish public works projects appropriated to the Department. It creates inmate employment and provides a cost-effective, responsive construction resource for Departmental capital outlay and major repair projects.

A reduction of 13.0 positions (4.0 General Fund, 9.0 Reimbursements) was approved and implemented for the 2003-2004 fiscal year. The reduction was taken by eliminating vacancies attained through attrition that resulted from instituting a hiring freeze upon acceptance of the reduction concept. On July 1, 2003, 11.0 positions were vacant and the remaining positions were vacated by August 5, 2003.

What was the actual effect of this reduction?

The effect of the reduction decreased the construction productivity of the IDL Program by 25 percent. The IDL Program relinquished intentions to construct the California State Prison, Sacramento, Psychiatric Services Unit/Enhanced Outpatient Care, Phase II, the California Men's Facility Ambulatory Care Facility and California Men's Facility Crisis Bed Facility projects. The elimination of these projects from the Inmate Day Labor construction program reduced the number of potential inmate jobs by 120-160. In addition, the Department will forego any cost savings that otherwise would have been realized by using inmates in necessary construction projects.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Reduce Facilities Management and Technology Function

How was reduction implemented?

The reduction of the facilities management and technology function has been partially implemented by the placement of four staff in vacant positions within the Department (Office Technical, Management Services Technician, Associate Governmental Program Analyst and Staff Services Manager I). The two remaining staff (Correctional Business Manager I, and Staff Services Manager III) are yet to be permanently placed.

The associated workload has been eliminated, reduced and/or redirected as follows:

- The Touchlock System and associated contract, in use at nine institutions to track staff entry/egress, was terminated,
- Clerical support and Section management was eliminated and remaining positions were organizationally reassigned within the Branch.
- Administration of the Livescan inmate finger and palm printing system contract was redirected to the Information Systems and Institutions Divisions.

What was the actual effect of this reduction?

These reductions have impacted our ability to fully utilize Standard Automated Preventive Maintenance System (SAPMS) features and reports; to identify and advise management of data trends regarding performance of facility maintenance; and, to respond to field issues and support needs on a timely basis. Additionally, assessment of new correctional technologies and administration of some key systems involving institution safety and operation, have been terminated or been redirected to other divisions, jeopardizing their ability to complete their workload efficiently.

Other effects include:

- Provision of Facility Maintenance Program SAPMS user training, help desk support, and statewide data assessment/report preparation has been reduced by 33 percent.
- Ability to assess, evaluate and implement evolving correctional technology, as well as, ability to evaluate and effectuate improvements to existing correctional technology systems currently in use within the prisons has been reduced by 50 percent.
- Ability to conduct special projects related to statewide maintenance issues has been reduced by 50 percent.

Department Director Approval: 

Date: 3-12-04

Agency Secretary Approval: 

Date: 3-12-04

Control Section 4.10
Reductions By ProgramOrg. Code: 5240Department: CorrectionsNature of Reduction: Downsize Research Function

How was reduction implemented?

Effective January 1, 2004, budget authority for four positions in the Research Branch was eliminated. This action eliminated the Chief of Research and three research analyst positions. The reduction represented a 50 percent downsizing of research staffing. The remaining staff were transferred to the Offender Information Services Branch, since the research function no longer had the staffing to justify a separate branch function. All but one staff member have obtained placement in other positions.

Outside researchers with projects approved before January 1, 2004, were notified that they may continue their projects until they are complete or discontinued. Institution Wardens and Program Administrators were notified that no new research projects would be reviewed after the first of the year; however, existing projects may continue. Researchers who contacted the Department after January 1, 2004, were informed that we were no longer accepting new research proposals, either verbally, in writing, or both.

What was the actual effect of this reduction?

The reduction impacted several functions previously preformed by the Research Branch. First, eliminating four research positions severely limits that Department's capacity to conduct its own internal research studies on its programs. Second, the Department no longer supports research projects involving inmates and parolees proposed by outside researchers. Third, the Department's capacity to respond to requests for offender data from outside parties, (e.g., the Legislature, Administration, correctional organizations, federal government, state commissions, etc.) on such topics as recidivism rates, has been reduced.

The Department has turned down several researchers seeking approval to do research involving inmates and parolees. One project was a national study of adult literacy being conducted by the U.S. Department of Education. An internal Department research study of inmate education programs is currently on hold and may have to be abandoned due to lack of resources.

Department Director Approval: _____

Date: 3-22-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Selection and Standards Peace Officer Conversion to Administrative Staff

How was reduction implemented?

This reduction was implemented in current fiscal year with eight Correctional Sergeants departing in current year of their own volition via separations, promotions, or lateral transfers. An additional 14 Sergeants have opted to return to an institution along with the Academy Sergeants in the coming 30-60 days.

Six limited-term Sergeants will return to their prior institutions in fiscal year (FY) 04/05 along with an additional six permanent full-time Sergeants. The final 17 Sergeants remaining will return to an institution in FY 05/06.

What was the actual effect of this reduction?

The Office of Selection and Standards (OSS) has been able to keep up with the productivity needs in the implementation of this cut thus far, and has been successful in filling current vacancies to date statewide. However, with 14 Sergeants leaving the OSS in the coming 30-60 days, we foresee a significant productivity delay statewide. The 8 Associate Governmental Program Analysts (AGPAs) OSS hired so far are all doing well; however, they still have at least 3 to 4 months of training to complete before they are producing the required 13 cases per month. With 22 experienced background investigators leaving OSS in the current year, that equates to 286 fewer background investigations being completed each month. Additionally, we are unsure of our continued success in recruiting qualified AGPAs in the Fresno and Rancho Cucamonga area without a freeze exemption from the Department of Finance.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Relocation

How was reduction implemented?

This component of the Section 4.10 Reduction was created to pay for costs incurred as a result of involuntary staff relocations. As staff are relocated due to the elimination of positions, this funding mitigates the impact on the Department. Because these relocations are ongoing, this component is still in the process of being implemented.

What was the actual effect of this reduction?

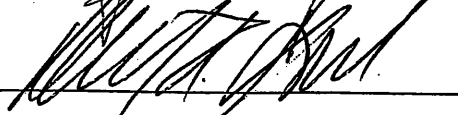
Section 4.10 reductions have had a tremendous impact on the Department statewide, necessitating the need for relocation funding. Funding provided by this component has been very helpful to the Department due to the expenses incurred. However, because of the enormity of the relocation expenses faced by the Department, the funding provided may prove inadequate to meet all of the relocation related financial obligations. As a result, the Department may need to divert already scarce resources to meet additional unfunded relocation and moving expenses.

Department Director Approval:



Date: 3-12-04

Agency Secretary Approval:



Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5240

Department: Corrections

Nature of Reduction: Eliminate Vocational Programs

How was reduction implemented?

The staff developed a standardized methodology of program and staffing for each reduction. During the development of the implementation plans, it was determined that some of the specific reduction plans required revisions. To ensure that the Department's total reductions were in line with those required by Section 4.10, the Vocational program area was identified for reduction.

The inclusion of this reduction was made possible due to the implementation of the Bridging Program. The revised reduction plan was sent to the institutions in a memorandum dated December 23, 2003, with direction to submit Std 607's effective January 1, 2004.

Implementation of this reduction is not complete. Negotiations are still in process with the Bargaining Unit to implement these changes. However, the position and budget authority have been reduced, so the incumbents have been placed in the unfunded pay blanket.

What was the actual effect of this reduction?

This reduction result was 51.54 Correctional Officers.

The Bridging Program will provide programming which will reduce the impact of this reduction because inmates will still have accessibility to earn day-for-day credit.

Department Director Approval: _____

Date: 3-12-04

Agency Secretary Approval: _____

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5420

Department: Prison Industry Authority

How was reduction implemented?

Discontinued specific Enterprise operations, which were no longer financially viable (Textile Mill), cost-effective (Calipatria) or supported by the customer (CRRF), at several Locations per the following:

Location	Enterprise	Number of Positions	Dollar Amount
Ca. Institution for Men (CIM)	Crops	<2.0>	\$ <118,736>
R.J. Donovan (RJD)	Textile Mill	<7.0>	\$ <407,955>
Ca. State Prison-Sac 'CSP-Sac)	Paper Products	<2.1>	\$ <116,150>
Calipatria State Prison (CAL)	Optical & Laundry	<18.0>	\$ <739,374>
Correctional Resource Recovery Facility (CRRF)	Recycling	<7.0>	\$ <221,616>
Centinela State Prison (CEN)	Fabric Products	<5.0>	\$ <285,642>
TOTAL		<41.1>	\$<1,889,473>

What was the actual effect of this reduction?

Effect on PIA's customer base was minimal. In some instances, enterprise sales/production had already trended to points well below historical levels with no expectation for a near-term reversal in demand. For the remaining items, PIA was able to redirect (and absorb) workload to other locations with similar enterprises.

Department Director Approval:

Date: 3-9-04

Agency Secretary Approval:

Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5420

Department: Prison Industry Authority

How was reduction implemented?

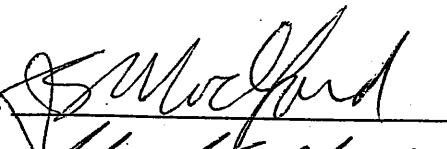
After reducing Industrial Supervisor positions as described below, PIA modified production requirements, adjusted work shifts and relocated remaining staff between enterprises and institutions to achieve operational balance and minimize layoffs.

Locations	Number of Positions	Dollar Amount
Northern Product Inventory Center (NPIC)	<1.0>	\$ <57,949>
Ca. Men's Colony (CMC)	<1.0>	\$ <59,368>
Folsom State Prison (FOL)	<1.0>	\$ <57,949>
a. State Prison-Solano (SOL)	<1.0>	\$ <71,568>
Ca. State Prison-Corcoran (COR)	<1.0>	\$ <59,368>
Wasco State Prison (WSP)	<2.0>	\$ <62,276>
Total	<7.0>	\$ <368,478>

What was the actual effect of this reduction?

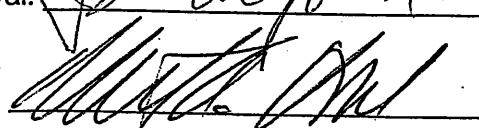
There was no discernible effect on PIA's customer base. Workload was re-allocated between facilities with like enterprises when economically feasible to do so. This action allowed operational changes to be made that compensated for the loss in inmate supervisory positions without jeopardizing the health and safety of remaining staff.

Department Director Approval:



Date: 3-9-04

Agency Secretary Approval:



Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5420

Department: Prison Industry Authority

How was reduction implemented?

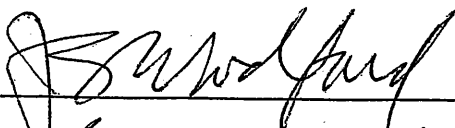
Temporary Help and Overtime funding allotments for various field and headquarters operations were reduced per the following:

Location	Dollar Amount
No. Product Inventory Center (NPIC)	\$ <60,000>
Ca. Men's Colony (CMC)	\$ <79,268>
Avenal State Prison (ASP)	\$ <80,000>
Ca. State Prison-Solano (SOL)	\$ <40,806>
Ca. State Prison-Corcoran (COR)	\$ <46,000>
Central Office-Operation's Division	\$ <57,000>
Central Office-Financial Operation's Division	\$ <50,000>
Central Office-Human Resources Division	\$ <6,300>
Central Office-Marketing Division	\$ <50,000>
Central Office-Information Systems Division	\$ <27,400>
Total	\$ <496,774>

What was the actual effect of this reduction?

Reduced ability to authorize overtime to address workload issues. Also, the ability to hire temporary help for short-term assignments or to backfill vacancies when retiring employees choose to "run out" leave credits, has been minimized. These reductions totaled the equivalent of 13.5 positions.

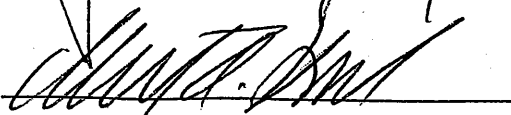
Department Director Approval:



Date:

3-8-04

Agency Secretary Approval:



Date:

3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5420

Department: Prison Industry Authority

How was reduction implemented?

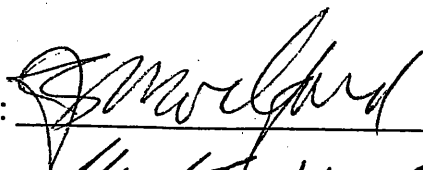
Eliminated clerical support positions at several field locations per the following:

Locations	Number of Positions	Dollar Amount
Ca. Institution For Men (CIM)	<1.0>	\$ <33,733>
Correctional Training Facility (CTF)	<1.0>	\$ <33,733>
Avenal State Prison (ASP)	<1.0>	\$ <33,733>
Duel Vocational Institution (DVI)	<1.0>	\$ <33,733>
San Quentin St. Prison (SQ)	<1.0>	\$ <33,733>
Ca. Correctional Institution (CCI)	<1.0>	\$ <35,970>
Ca. State Prison-Solano (CSP)	<1.0>	\$ <33,254>
Ca. State Prison-Corcoran (COR)	<1.0>	\$ <33,254>
Pelican Bay State Prison (PBSP)	<1.0>	\$ <36,078>
Sierra Conservation Center (SCC)	<1.0>	\$ <40,134>
Total	<10.0>	\$ <347,355>

What was the actual effect of this reduction?

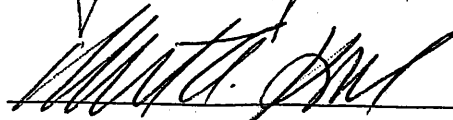
Clerical support duties were identified and prioritized. In several instances, duties were modified to allow work to be completed with fewer staff. Workload in excess of staff resources was discontinued.

Department Director Approval:



Date: 3-8-04

Agency Secretary Approval:



Date: 3-12-04

Control Section 4.10
Reductions By Program

Org. Code: 5420

Department: Prison Industry Authority

How was reduction implemented?

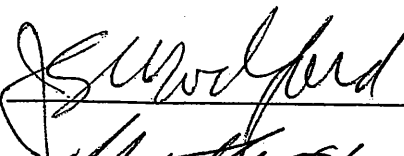
Positions allocated to Prison Industry Authority's headquarters operations (Central Office) were eliminated per the following:

Location	Number of Positions	Dollar Amount
Operations Division	<1.0>	\$ <70,242>
Financial Operations Division	<4.0>	\$ <165,442>
Human Resources Division	<4.0>	\$ <254,578>
Marketing Division	<3.0>	\$ <198,587>
Information Systems Division	<1.0>	\$ <70,242>
Total	<13.0>	\$ <759,091>

What was the actual effect of this reduction?

Current Central Office workload was reviewed and prioritized. In several instances, procedures were modified to allow more work to be done with fewer staff without jeopardizing accuracy or quality, but may extend the timeline for completion. Workload in excess of staff resources was discontinued. For example, fewer field audits will be conducted, the initiation of special projects will be minimized, and the creation of new programs will be prioritized based upon the availability of staff resources to implement, monitor and maintain them.

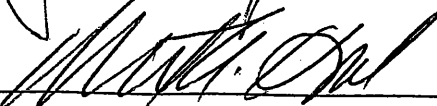
Department Director Approval:



Date:

3-8-04

Agency Secretary Approval:



Date:

3-12-04

**Control Section 4.10
Reductions By Program**

Org. Code: 5430

Department: Board of Corrections

How was reduction implemented?

Program 11 -	Challenge Grant Administration	-	Reduced by \$168,744
Program 11 -	Federal Violent Offender Incarceration		
	Grant Administration Funding	-	Reduced by \$ 28,114
Program 14 -	SB 1242 Implementation Program	-	Reduced by \$ 39,945
Program 14 -	Mentally Ill Offender Crime Reduction		
	Grant Administration Funding	-	Reduced by \$142,863
Program 21 -	Standards and Training for Corrections		
	Administration Funds	-	Reduced by \$ 30,673
Programs 11,14 & 21	Reimbursement Account	-	<u>Reduced by \$109,551</u>
	Total Reduction		- \$519,890

What was the actual effect of this reduction?

Program 11 – Challenge Grant Administration

Early closeout reduced the ability to get complete and comprehensive data from all participating agencies in the grant program; however, this had minimal affect on the Board of Corrections' ability to close out these grants. Sufficient data was developed by the seventeen grantees to determine success and failure in the grant projects.

Program 11 – Federal Violent Offender Incarceration Grant Administration Funding

There has been an increase in the response time to correspondence and contract document delivery. Marginal impact.

Program 14 – SB 1242 Implementation Program

Senate Bill 1242 (Brulte), Chapter 632, Statutes of 2002, amended Penal Code Section 298.1 to allow the use of reasonable force to collect blood specimens, saliva samples, or thumb or palm print impressions from inmates who, after requested to do so, refuse to provide such samples. The BOC is mandated under Penal Code Section 298.1 to develop regulations for the use of force in securing these samples from inmates of local detention facilities. The BOC is also required to report to the Legislature, no later than January 1, 2005, on the implementation of the use of reasonable force pursuant to this act.

The Fiscal Year 2003/04 State Budget augmented the General Fund of the Board of Corrections by \$93,000 and 1.0 PY in order to address the workload requirements associated with the enactment of SB 1242. This workload involved the development of regulations and guidelines to be included in Title 15, California Code of Regulations (CCR), the ongoing monitoring, gathering data and providing a report to the legislature on not later than January 1, 2005 on the process.

During FY 2003/04, the Board of Corrections has developed the required Title 15 CCR regulations, guidelines, reporting criteria and report forms to comply with the statute. Section 4.10 eliminated the staff (1.0 PY – 0.5 Field Representative and 0.5 Office Assistant) associated with this project together with a significant part of the funding. Consequently, The Board of Corrections will be seriously hampered in its ability to monitor the on-going process. In addition, it will also be unable to validate the data submitted to it regarding the on-going use of force to collect forensic (DNA) evidence from inmates in local jails. Finally, the report to the legislature that is due on January 1, 2005, will contain invalidated data as submitted by local jurisdictions.

Program 14 - Mentally Ill Offender Crime Reduction Grant Administration Funding

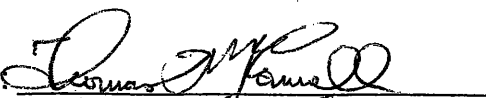
Senate Bill 1485, Chapter 501, Statutes of 1998 amended the Penal Code to add Sections 6045 et. seq. and create the Mentally Ill Offender Crime Reduction Act. This Program was funded in the FY 1998/00 (\$27 million), FY 1999/00 (\$27 million) and FY 2000/01 (\$50 million) out of the state's General Fund. Penal Code Section 6046 authorized the Board of Corrections five (5) percent of this funding to administer the program. Ultimately, thirty (30) demonstration grant projects were funded in twenty-six (26) counties. The FY 2002/03 State Budget reduced the funds available for the grants funded in 2000/01 by \$18 million.

The 4.10 reduction eliminated \$142,863 from the administration fund used to monitor these grants, provide technical assistance and operate the complex research component. Consequently, the Board of Corrections eliminated one consultant position, or 20 % of the staff associated with the grant, who was responsible for monitoring, providing technical assistance and assisted the researcher in gathering the data for the project. In addition, the final *Project Managers Meeting* was cancelled which was to have provided technical assistance and guidance on meeting the grant closeout responsibilities. Finally, travel for the consultants was significantly reduced which hampered the ability of the staff to monitor and verify the activities of the grantees.

Program 21 – Standards and Training for Corrections

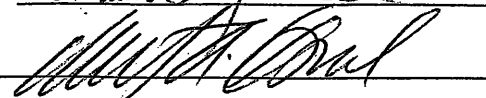
Increased the turn around time on routine correspondence and the filing and organization of individual client material.

Department Director Approval:



Date: 3/8/04

Agency Secretary Approval:



Date: 3-10-4

Control Section 4.10
Reductions By Program

Org. Code: 5440

Department: Board of Prison Terms
Legal Division

How was reduction implemented?

One Legal Assistant position was eliminated.

What was the actual effect of this reduction?

LEGAL ASSISTANT (1.0 Position)

Issues and considerations: There was one Legal Assistant position in the Division to carry out the legal support functions relating to the Armstrong v. Davis court injunction and other duties as assigned. The Legal Assistant performed legal and legislative research and preliminary litigation support duties for the Legal Division. In addition, the position responded to life prisoner issues and Americans with Disabilities Act (ADA) reasonable accommodation requests and grievances, and promulgated regulations.

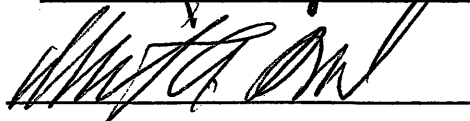
Ramifications: With the loss of this position, the work was absorbed by other staff, requiring a shuffling of priorities to ensure that legal issues are addressed within time limits established by the law, the courts or the Governor's office.

Department Director Approval:



Date: 3-12-04

Agency Secretary Approval:



Date: 3-12-4

Control Section 4.10 Reductions By Program

Org. Code: 5440

Department: Board of Prison Terms
Administrative Division

How was reduction implemented?

The following positions (7.5) were eliminated: 1.0 Staff Services Manager II, 1.5 Associate Personnel Analyst, 1.0 Senior Personnel Specialist, 1.0 Personnel Specialist, 1.0 Research Analyst II, 1.0 Executive Secretary, 1.0 Key Data Operator

What was the actual effect of this reduction?

**STAFF SERVICES MANAGER II (1.0); ASSOCIATE PERSONNEL ANALYST (1.5); SENIOR PERSONNEL SERVICES SPECIALIST (1.0); PERSONNEL SERVICES SPECIALIST (1.0)
HUMAN RESOURCES SECTION (4.5 Positions)**

The BPT entered into an interagency agreement with the California Youth Authority to provide Labor Relations and Human Resources services at an annual cost that will provide an overall savings to the BPT.

RESEARCH ANALYST II (1.0 Position)

Issues and considerations: The Research Analyst II position provided research pursuant to legally mandated programs (e.g., Proposition 36, Americans with Disabilities Act, Senate Bill 778). This workload included producing vital statistical information needed to report to the Legislature, BPT Commissioners, executive and management staff, and various agencies for program planning, workload projections, legislative analysis, and budgeting. Some of these programs are still in various stages of negotiation and/or implementation and require a quick turn around for data reports.

Ramification: The loss of this position has delayed providing vital statistical information to many requestors.

EXECUTIVE SECRETARY I (1.0 Position)

Ramifications: The following duties were redirected within the BPT:

- General half-time clerical assistance to HR staff including development of forms, preparation of correspondence, copying and distribution of HR material/bulletins, responding to public for assistance, logging various HR information and issuing departmental identification cards.
- BPT's records retention schedule for all critical Board documents

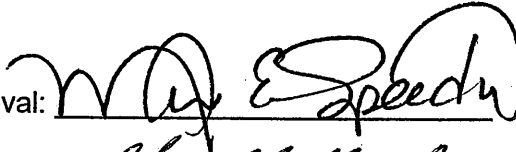
These functions have been absorbed by other staff.

KEY DATA OPERATOR (1.0 Position)

Issues and consideration: The KDO daily enters data into the Revocation Scheduling and Tracking System (RSTS). RSTS is a computer application that not only records information but actually mirrors and enables the revocation process. In addition, this position is critical to the BPT's compliance with the permanent injunction regarding the Americans with Disabilities Act in the case of Armstrong v. Davis.

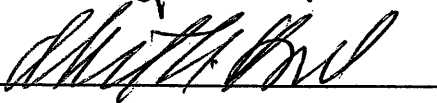
Ramifications: Other BPT staff are being trained to record this information and are working to reduce a backlog of entries into the system so that the monitoring of parolees within the state is more timely.

Department Director Approval:



Date: 3-12-04

Agency Secretary Approval:



Date: 3-12-4

Control Section 4.10 Reductions By Program

Org. Code: 5440

Department: Board of Prison Terms
Hearings Operations

How was reduction implemented?

Eleven positions were eliminated from the Hearings Operations Division: eight Deputy Commissioner, two Office Technician, and one Staff Services Analyst positions.

What was the actual effect of this reduction?

DEPUTY COMMISSIONER (DC) (8.0 Positions – see specifics below)

DCs conduct parole revocation and parole revocation extension hearings to determine whether parolees have violated the terms and conditions of parole and if so, the appropriate sanction. DCs also serve as a panel member on life prisoner parole consideration hearing panels; conduct documentation hearings and multi-year denial reviews for life prisoners; review and decide administrative appeals of BPT decisions; conduct certification, placement discharge and re-hospitalization hearings for mentally disordered offenders; and conduct probable cause hearings for inmates who have been determined to meet sexually violent predator (SVP) criteria.

Issues and considerations: Any reduction in the number of DC positions directly affects the BPT's ability to conduct parole hearings within the time limits prescribed by law. The effect of these staff reductions on tasks associated with parole-related hearings, decision review, Central Office Calendar, and administration are detailed below. In some instances, regulations have been amended to reduce the BPT's responsibilities in selected areas not impacting public safety. The BPT's role in protecting public safety by ensuring parolees are held accountable for violations and criminal behavior is still intact, but some tasks have been eliminated or consolidated for efficiency.

- **Documentation Hearings - Life Inmates (0.6 DC Positions)**

Penal Code (PC) section 3041 requires one documentation hearing during the third year of incarceration on the life crime to review the inmate's file, make recommendations and document activities and conduct pertinent to granting or withholding post-conviction credit. Pursuant to Title 15, Section 2269. 1(c), the BPT also conducts documentation hearings at three-year intervals until the initial parole consideration hearing. The BPT now provides only one documentation hearing as required by PC Section 3041. Regulations that administer this change were amended, effective July 17, 2003. This results in the FY 2003/04 deletion of 0.6 DC positions.

Ramifications: The impact upon an inmate's institutional adjustment, goal setting, rehabilitation, and suitability for parole several years later without multiple documentation hearings to guide them is speculative.

Ramifications: Reducing the number of DCs available for this function has increased the BPT's response time to approve warrants, discharge parolees, issue and amend orders regarding parole special conditions and the length of custody time. More efficient procedures and shifting of some workload to supervisory and management staff has minimized these delays.

OFFICE TECHNICIAN (2.0 Positions)

- **Appeals Unit (1.0 Position)**

The position conducts the initial review and processing of appeals and is critical in maintaining a steady flow of work throughout the unit.

Ramifications: Analysts now conduct their own research and obtain documents from institutions prior to evaluating the appeal.

- **Field Operations (1.0 Position)**

The position provides secretarial support to an Associate Chief Deputy Commissioner (ACDC) and the second serve process.

Ramifications: Workload has been shifted to other Office Technicians in the unit.

STAFF SERVICES ANALYST (1.0 Position)

- **Offender Screening Section (1.0 Position)**

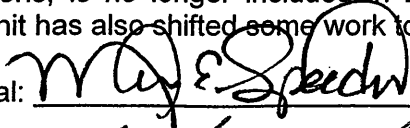
The Offender Screening Section encompasses the Mentally Disordered Offender (MDO) and Sexually Violent Predator (SVP) programs. Both programs are civil commitments mandated by statute.

While the Section lost positions, it gained additional workload. The addition of reviewing cases found by the CDC to meet SVP screening criteria ("YES" cases) was added because it is mandated by statute. This additional workload equates to .33 PY and was distributed to the analytical staff. Also, staff has assumed the collection of mental health records for MDO cases that have egregious or extremely violent offenses. The additional medical records are used to meet the "beyond reasonable doubt" standards imposed by courts in civil commitment cases.

The Section has also undertaken the development of policies and procedures regarding the psychological evaluation process for life-term inmates being considered for parole. It is also staff support for the Council on Mentally Ill Offenders, which investigates and promotes cost-effective approaches to meeting the long-term needs of adults and juveniles with mental disorders who are likely to become offenders, or have a history of offending. The Council was enacted without the funding to support its function.

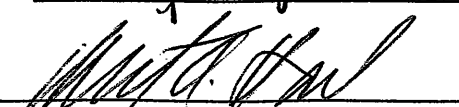
Ramifications: Workload has been redirected to existing staff and some projects have been postponed or abandoned because they were considered low priorities, such as the creation of a central case filing system. Historical medical information on SVPs and MDOs, some of which is available in other locations, is no longer included in BPT reports, which are still adequate to evaluate patients. The unit has also shifted some work to Job Corp students or volunteers.

Department Director Approval:



Date: 3-12-04

Agency Secretary Approval:



Date: 3-12-4

BL 04-03
Attachment IControl Section 4.10
Reductions By Program

Org. Code: _____ (Formally 5450)

Department: Department of Youth Authority, Youth Authority Board
(Formally Youthful Offender Parole Board)

How was reduction implemented?

Budget Letter 03/23 and 4.10 Control Section reduction plan of \$82,336 was approved by Department of Finance 10/7/03. The plan as implemented eliminated 3 positions (Board Member- scheduled to sunset 12/31/03 by SB 459 and two Board Coordinating Parole Agents) with resultant salary and benefit savings of \$73,836 and reduction and termination of personal service contracts totalling \$8500. Subsequently \$26,520 in employee compensation offsets were restored to the Youthful Offender Parole Board budget by 4JO executive order action for a revised reduction total of \$57,227.

What was the actual effect of this reduction?

There were numerous assumptions which, if not realized would have jeopardized the reduction plans. However, the assumptions did not collapse and the reduction was implemented as planned. The Board was able to function effectively. Hearing timelines were not increased as a result of the cuts. The Youthful Offender Parole Board budget item 5450 which sunsetted by statute 12/31/03 is forecast to finish final budget reconciliation in the black.

Department Director Approval: J. F. Monday
Executive Officer, Youth Authority Board

Date: _____

Agency Secretary Approval: _____

Date: 3-12-4

Control Section 4.10 Reductions By Program

Org. Code: 5460

Department: California Department of the Youth Authority (CYA)

How was reduction implemented?

The CYA proposed to capture savings associated with declining ward population projected for November and December 2003. Eight living units were closed approximately seven months earlier than had been previously projected.

What was the actual effect of this reduction?

The CYA was able to accelerate the closure of eight living units, with little impact on the wards or the services we provide to our wards and without displacing any employees.

Closure of these living units resulted in a savings of \$1,648,000 in general fund and \$2,316,000 in reimbursements. It further eliminated 70.7 PY's (as identified in the 04-05 Governor's Budget, Schedule 2 display).

This savings was a current year adjustment only as the budget year funding had already been eliminated in the normal full year cost adjustment exercise.

Department Director Approval: 5 Taylor for WALKER III

Date: 3/9/04

Agency Secretary Approval: [Signature]

Date: 3-10-4

Control Section 4.10
Reductions By Program

Org. Code: 5460

Department: California Department of the Youth Authority (CYA)

How was reduction implemented?

The CYA proposed to eliminate \$531,000 in current year funding only (FY 2003-04) for the Gang Violence Reduction Program (GVRP). Under this program, the Department provides funding to communities to hire consultants, who are usually former gang members and are well versed in gang activity to provide education/expertise and mediation services in gang related conflicts. Funding for community-based programs was suspended for the year.

What was the actual effect of this reduction?

The CYA was able to save \$531,000 in current year funding (FY 2003-04) for the GVRP as a onetime cost reduction.

Department Director Approval: Staylor for Warden III

Date: 3/9/04

Agency Secretary Approval: [Signature]

Date: 3-10-4

Control Section 4.10 Reductions By Program

Org. Code: 5460

Department: California Department of the Youth Authority (CYA)

How was reduction implemented?

The closure of the Karl Holton Youth Correctional Drug and Alcohol Treatment Facility (KHYCDATF) was included in the 2003 May Revise. Additional funding/position reductions were realized as part of the Control Section 4.10 exercise due to a reduced projection of ward population that needed to be moved to other CYA facilities.

The implementation of position reductions was accomplished by calculating and posting seniority scores, developing a Layoff Plan for approval by the Department of Personnel Administration, issuing 120-day surplus notices, negotiating the staff impact with the appropriate unions representing those staff and then "effectuating" the layoff process by identifying placement options and meeting individually with impacted employees.

What was the actual effect of this reduction?

Through the Control Section 4.10 proposal, the CYA was able to realize savings to the State of California in the amount of \$2,193,000, as identified in the 2004/05 Governor's Budget. Additionally, the CYA was able to eliminate 36.5 positions, as identified in the 2004-05 Governor's Budget, Schedule 2 display.

The CYA completely closed the Karl Holton Youth Correctional Facility on September 26, 2003. There was minimal disruption to the services provided to the wards. 282 staff were impacted by this closure. Of those, 127 were demoted, 129 were reassigned within the area of layoff (San Joaquin County), 21 transferred to other state agencies, 2 resigned, 2 voluntarily laid off and 1 retired.

Department Director Approval:

Stanley G. Wallen III

Date: 3/9/04

Agency Secretary Approval:

[Signature]

Date: 3-10-4

Control Section 4.10 Reductions By Program

Org. Code: 5460

Department: California Department of the Youth Authority (CYA)

How was reduction implemented?

The CYA closed the Northern Youth Correctional Reception Center and Clinic (NYCRCC) in Sacramento, California effective March 1, 2004. All new northern commitments to the CYA would instead be admitted through the clinic process at the Preston Youth Correctional Facility in Lone, California. The Parole Violator Program was transferred to the Dewitt Nelson Youth correctional Facility in Stockton, California.

The implementation of position reductions was accomplished by calculating and posting seniority scores, developing a Layoff Plan for approval by the Department of Personnel Administration, issuing 120-day surplus notices, negotiating the staff impact with the appropriate unions representing those staff and then "effectuating" the layoff process by identifying placement options and meeting individually with impacted employees.

What was the actual effect of this reduction?

Through the Control Section 4.10 proposal, the CYA was able to realize savings to the State of California in the amount of \$3,549,000 as identified in the 2004/05 Governor's Budget. Additionally, the CYA was able to eliminate 194 positions, as identified in the 2004-05 Governor's Budget, Schedule 2 display.

The CYA completely closed the NYCRCC on March 1, 2004. There was minimal disruption to the services provided to the wards. 299 staff were impacted by this closure. Of those, 158 were reassigned within the area of layoff (Sacramento/Amador Counties), 87 were demoted, 24 transferred to other state agencies, 18 retired, 11 were laid off (7 voluntarily), and 1 resigned.

Department Director Approval: Stacy Lee for WALKER III

Date: 3/9/04

Agency Secretary Approval: [Signature]

Date: 3-10-4

Control Section 4.10 Reductions By Program

Org. Code: 5460

Department: California Department of the Youth Authority (CYA)

How was reduction implemented?

The closure of the male side of the Ventura Youth Correctional Facility (VYCF) was included in the 2003 May Revise. Additional funding/position reductions were realized as part of the Control Section 4.10 exercise due to a reduced projection of ward population that needed to be moved to other CYA facilities.

What was the actual effect of this reduction?

Through the Control Section 4.10 proposal, the CYA was able to realize savings to the State of California in the amount of \$1,349,000, as identified in the 2004/05 Governor's Budget. Additionally, the CYA was able to eliminate 41 positions, as identified in the 2004-05 Governor's Budget, Schedule 2 display.

The CYA completed the closure of the male side of VYCF on March 1, 2004. There was minimal disruption to the services provided to the wards. 31 staff were impacted by this closure. Of those, 29 were demoted, 1 transferred to another state agency and 1 voluntarily laid off.

Department Director Approval: Stanley J. Walker III

Date: 3/9/04

Agency Secretary Approval: [Signature]

Date: 3-10-4

Control Section 4.10 Reductions By Program

Org. Code: 5460

Department: California Department of the Youth Authority (CYA)

How was reduction implemented?

The CYA proposed to suspend \$850,000 in current year (FY 2003-04) local assistance expenditures for the Young Men As Fathers Mentoring Program (YMAF). The funding is ordinarily provided to counties to hire consultants to educate young men, who are parolees, on how to act as responsible parents.

What was the actual effect of this reduction?

The CYA suspended \$850,000 in current year (FY 2003-04) local assistance funding for the Young Men As Fathers Mentoring Program. There was no major impact to the counties receiving the funding as the contracts for FY 2002-03 had sufficient funding available to extend the contracts for one more year. This was a one-time cost reduction and the funds will be restored to the previous level in FY 2004-05.

Department Director Approval: Staylor for W. Alen

Date: 3/9/04

Agency Secretary Approval: [Signature]

Date: 3-11-04

Control Section 4.10
Reductions By Program

Org. Code: 5480

Department: Commission on Correctional Peace Officer Standards and Training (CPOST)

How was reduction implemented?

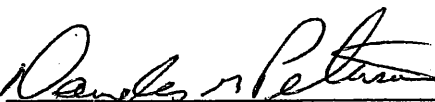
CPOST resources were reduced by one Staff Services Analyst position and \$37,000.

What was the actual effect of this reduction?

This position was responsible for a variety of duties including contracts, communications, training, travel, vehicles, and others.

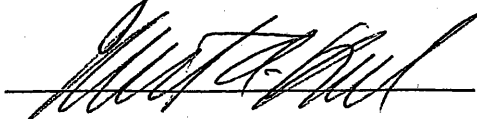
These functions became the burden of an already drastically reduced workforce.

Department Director Approval:



Date: 3-12-04

Agency Secretary Approval:



Date: 3-12-4